

Project Title & Project Purpose Statement

Citizen Data for Change is a project that seeks to develop collaboration among diverse stakeholders in building community capacity to address and advocate solutions towards challenges related to childhood asthma and hazardous air pollutants in Roosevelt, New York 11575.

Using 21st century tools through collaborative problem solving and community based participatory research methods, the primary objectives of the project is to: (1) understand the reasons and possible mitigating measures related to childhood asthma, (2) engage and empower residents in developing community-friendly assessment tools to collect, analyze and disseminate information of air pollution and environmental hazards, (3) train residents to identify, advocate and monitor the progress of community recommendations to reduce air pollution with regulatory authorities to maintain equal improvements to Roosevelt and (4) build different levels of personal engagement to increase awareness of childhood asthma prevention and reduce exposure of residents to air pollution. By achieving these objectives, we will break the cycle of misinformation in relation to air pollution and asthma by residents and build local community capacity and increase engagement to advocate on environmental health needs. The ultimate goal of this work is to reduce exposure of residents to air pollution through personal and community wide initiatives.

The location of the project is in Roosevelt, NY 11575 - a 1.8 square mile residential community in suburban Nassau County on Long Island that borders Freeport, Baldwin, Uniondale and Hempstead. With a population of 16,258, Roosevelt has 3,362 families of 3 or more¹. Our community demographics are 74% Black/African-American, with 18% Hispanic/Latino, 4% White/Caucasian and the remaining 4% other races. Our community school district student population is 51% Black/African-American and 48% Hispanic². Roosevelt's median family income (\$72,528) is only 68% of the median family income in Nassau County (\$111,006) – far less than the 80% of area median income threshold used to indicate low-to-moderate income communities. Additionally, close to 25% of our children live in poverty and 84% of Roosevelt residents are eligible for free/reduced lunch.³

Our project relates to the Clean Air Act (Section 103(b)(3)), where our community and collaborative partners will “conduct research, investigations...demonstration projects, surveys and studies (including monitoring) related to the cause, effect (including health and welfare effects), extent, prevention and control of air pollution.” This is particularly evident considering the alarming asthma rates for our children from 0 – 4 years old. In addition to having the highest rate of emergency department visits in Nassau County that are asthma related, the same population of children had the highest asthma discharge rates in the county from 2009 – 2011. Connecting this local issue to outdoor air quality is a significant factor, considering our one and a half square mile hamlet has three superfund sites, eight storage bulk sites (including 4 petroleum bulk storages for four gas service stations), 16 automobile repair and body collision businesses,

¹ US Census, 2010

² Roosevelt UFSD Demographic Report, 2011; NYSED Accountability Report, 2010

³ Nassau County Health Index, 2005; American Community Survey, 2008; New York State Report Card 2012

five reported spill incidents listed on the DEC database search (two spills impacting air quality) and heavily traveled roadways as our community's primary two roads of Nassau Road and Babylon Turnpike creating contained potential exposure to high level of motor traffic emissions.

With the aforementioned environmental hazards, coupled with social stressors that research shows can alter individual susceptibility to health effects of air pollution, it is important to relate our work to the Clean Air Act to engage in a healthy, productive discourse of community change that is necessary related to asthma and air pollution in Roosevelt.

Our project partners include Choice For All, Roosevelt Community Revitalization Group (MOA included – Community Based Organization), Hofstra University (MOA included – Educational Institution) and Sustainable Long Island (MOA included – Regional Environmental Non-Profit Organization). At the time of submission, we are finalizing commitments from partners pending approval of the grant with:

- North Shore Long Island Jewish Hospital Department of Environmental Medicine (Health Care)
- North Shore Long Island Jewish Hospital Childhood Asthma Center (Health Care)
- Nassau County Minority Leader & Legislator Kevan Abrahams (LD – 1; Elected Official)
- Saint Paul Episcopal Church of Roosevelt, Mount Sinai Baptist Church (Faith Based Institutions)

Environmental and/or Public Health Information about Affected Community

Fair Treatment, Meaningful Involvement? – Just as a neighborhood free of violence and crime is important for youth and families to reach their potential, so is a green, healthy, and sustainable community. As the EPA defines environmental justice as the “*fair treatment and meaningful involvement* of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies”, local residents questioned in a recent community forum whether this was the case in Roosevelt, NY.

Context - A one and a half square mile hamlet on the South Shore of Nassau County, Long Island, and Roosevelt is a unique urban-in-suburbia mix of races, ethnicities and cultures. Located in one of the wealthiest counties in the United States, Roosevelt is direct evidence of the impact of residential segregation, isolation and marginalization and provides a stark example of a cycle of inequality in wealth and opportunity – where 1/3 of single head households are economically disadvantaged⁴. It's demographic and socio-economic make-up stands in stark contrast to the rest of the region, as a suburban community with significant number of children and families facing challenges of economic and racial disparities.

As a community with a high concentration of school-age children, with almost twice the national average rate of single-parent families, with a majority African-American and Latino population, and widespread and persistent poverty – Roosevelt is a microcosm and bellwether of

⁴ US Census, 2010

demographic changes happening in suburban towns all across the United States, especially in the context of suburban environmental justice. Within a county that has had preferential treatment for more powerfully connected communities with high level of social and cultural capital, the need for community involvement and environmental cleanup is more apparent. The level of residential segregation in Nassau County places it in the top ten most segregated areas in the United States⁵, where research has shown that “segregated communities lack political power over decisions on...pollution prevention, resulting in adverse health effects for all racial and ethnic groups in the area.”⁶ This is the case in Roosevelt, which as a community of color experiences an unequal, high burden of health issues, including environmental toxins and chemicals. On the next page is the type of site or incident reported currently logged on the New York State Department of Environmental Conservation, town and/or county level as a potential environmental hazard (Table A)

Table A – Roosevelt Environmental Sites

| Type of Site or Incident | # of Sites | Source |
|----------------------------------|-------------------|---|
| Hazardous Waste | 3+ | NYS DEC Environmental Site Remediation Database + Two sites are superfund sites, one was remediated completely and is our community's middle school. |
| Storage of Construction & Debris | 4 | NYS DEC Environmental Site Remediation Database Nassau County Land Records Viewer |
| Scrap Metal | 3 | NYS DEC Environmental Site Remediation Database Town of Hempstead Board of Appeals |
| Spill Incidents | 5* | NYS DEC Spill Incident Database Search Results * Incidents reported from 2/2013 – 11/2013, two incidents reported of materials spilled (undefined) affected the following resources: air and sewer |

Our community is also exposed to heavily traveled roadways, as we have two central business roads that have a high concentration of vehicles connected to neighboring communities and home to 16 automobile repair and body collision businesses (Google Map of business locations on Nassau Road and Babylon Turnpike on right – Image A)⁷. This creates ample opportunity for concentrated potential exposure to high levels of motor traffic emissions. In particular, children who are exposed to air pollution, often indicated by residential proximity to major roads has been linked to airway hyper responsiveness, wheeze, asthma, reducing lung function and asthma-related hospitalizations⁸. This parallels Roosevelt's community configuration – the highest concentration of children living on the south and southwest end of Roosevelt are closely linked to the two major roads (Number of Children, 2010 – Image B).

⁵ Logan J. & Stults, B. (2011) The Persistence of Segregation in the Metropolis: New Findings from the 2010 Census. Census Brief prepared for Project US2010

⁶ Massey, R. (2004). Environmental Justice: Income, Race & Health. Global Development and Environment Institute, Tufts University.

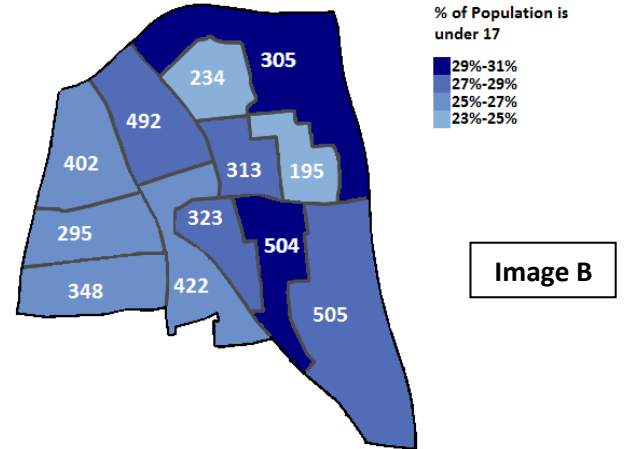
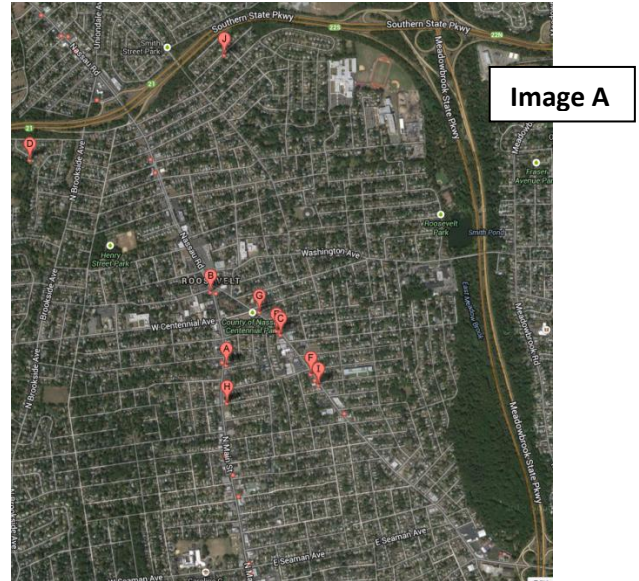
⁷ Pratt Institute of Economic Development, *Roosevelt Business Development*, 2002; Google Maps

⁸ Clougherty, J. & Kubzansky L. (2009). A Framework for Examining Social Stress and Susceptibility to Air Pollution in Respiratory Health. *Environmental Health Perspectives*, 2009 September; 117(9): 1351-1358.

The research also aligned with asthma-related hospitalization, as both the Nassau County Health Index and Sustainable Long Island Environmental Justice Community Environmental Profile has indicated Roosevelt has an alarming rate for our 0 – 4 year olds. In addition to Roosevelt having the highest emergency department hospitalizations that are asthma in Nassau County (462.3/10,000 people), we also have the highest asthma discharge rates for the same demographic (121.7/10,000 people). The asthma discharge rate is higher than in Manhattan and is similar to Brooklyn.

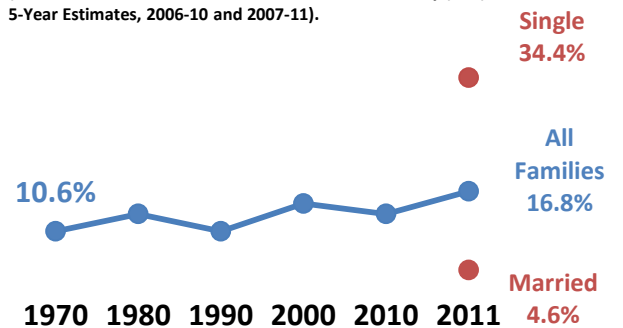
Research has shown that the aforementioned environmental hazards, coupled with social stressors, such as low socioeconomic status, can alter individual susceptibility to health effects of air pollution⁹. These conditions link to Roosevelt, with significant economic disparity that has been persistent for the past 40 years and slowly climbing. It has been particularly startling for single-parent households who are almost seven times more economically disadvantaged than two-parent households.

Roosevelt has over 350 low income families with 1,100 youth and children. One in four children live in poverty, while in the rest of Nassau County it is one in fifteen¹⁰. Roosevelt's commercial sector has been chronically underdeveloped as a result of "white flight" in the late 1960s and early 1970s, and many taxable businesses are located outside of the community. As a result, property owners in Roosevelt have among the highest tax rates on Long Island. This also means there is little room to increase school funding. In order to increase revenues by only \$250/student, a \$450,000 homeowner would have to increase their taxes by over \$300. Just north of Roosevelt, in Uniondale, the taxes would only have to increase by \$150¹¹. Research has also found a relationship between respiratory risks associated with air pollution and decreased achievement in school (e.g. school absenteeism, lower academic performance).



% of Families in Roosevelt with Children below the Poverty Line

(U.S. Census, 1970-2000; American Communities Survey (ACS) 5-Year Estimates, 2006-10 and 2007-11).



⁹ Clougherty, J. & Kubzansky L. (2009). A Framework for Examining Social Stress and Susceptibility to Air Pollution in Respiratory Health. Environmental Health Perspectives, 2009 September; 117(9): 1351-1358.

¹⁰ ACS 5-year Estimates, 2007-2011; NYS Report Card & KWIC County Report, 2012.

¹¹ Long Island Index, 2012

Even when a range of “predictors usually associated with school achievement, such as income level and parents’ academic background” are controlled, researchers “found a link between higher air pollution and lower achievement in schools.”¹² Our school district was recently released from state control from the New York State Education Department with an 89% attendance rate for the local school district, 34% of our 3rd to 8th graders reached at/above proficiency in English/Language Arts and just 37% reaching at/above proficiency in Mathematics.

Also, what has been a significant challenge identified by Roosevelt residents is the idea of *true*, meaningful community engagement and what has been withheld from the public in terms of information and the ability to act on it. Research has shown that access to relevant information plays an extraordinary role in creating and resolving matters, especially in the context of environmental justice where advocates have cited that “systematic inequality in the distribution of information about environmental matters is a symptom of environmental justice.”¹³ In a community meeting convened by Choice for All regarding a Superfund site near an elementary school in Roosevelt in October 2013, access to information about a Superfund site from Nassau County and NYS EPA required a push to get air quality tests that should have been done since 2005, to bring the property owner to present to the public, to get the public the current information about the site, and to make public their clean up plans. At the meeting, the community identified the desire to know more, to learn about more activism techniques and approaches, as well as the importance of accessing and control of data.

We believe we can respond to the aforementioned concerns and needs through a community designed framework we intend to apply that focuses on community collection, analysis and interpretation of data about local environmental hazards. Building community capacity for environmental health involves participation, development of skills, resources and critical reflection¹⁴ Using a community based participatory approach has been successful in promoting environmental justice and improving community capacity¹⁵. Using a community based participatory approach based on the concepts of popular epidemiology which provides active mutual learning among communities and experts. Researchers learn from community members and experts learn to ask questions related to pollution exposure and community members learn how to have a stake in the collection and analysis of air quality data. Popular epidemiology has been a successful approach in getting community members to become politically active and pressing government and industry for action¹⁶ *Citizen Data for Change* project will bring 21st century tools to the popular epidemiology approach, by creating web based local maps with that

¹² Morello-Frosch, R. & Pastor, M. (2011). Pollution, Communities & Schools: A Portrait of Environmental Justice on Southern California’s ‘Riskscape’. *DifferenTakes* (Spring 2001); Moone, S. et al. (2008). The Relationship between School Absence, Academic Performance, and Asthma Status. *The Journal of School Health*, 78(3), 140-148.

¹³ Weintraub, B. “Access to Information” in Foster, S. (2008). *The Law of Environmental Justice: Theories and Procedures to Address Disproportionate Risks*. American Bar Association, p. 265

¹⁴ Freudenberg, N. (2004). Community Capacity for Environmental Health Promotion: Determinants and Implications for Practice. *Health Education & Behavior*, 31:472-490

¹⁵ Minkler, M., et. Al (2008): Promoting Environmental Justice Through Community Based Participatory Research: The Role of Community and Partnership Capacity, *Health Education Behavior*, 35:119-137

¹⁶ Brown, P. (1987). Popular Epidemiology: Community Response to Toxic Waste-Induced Disease in Woburn, Massachusetts. *Science, Technology & Human Values*, 12:78-85

disseminate the collected data and paid/earned media to connect to community members and local government.

Organization's Historical Connection to the Affected Community

Mission & Vision – Founded in 2011, Choice For All is an emerging non-profit dedicated to serve as a center of support for youth, family and community development in Roosevelt, NY. We do so by focusing on community-based research, advocacy work and supportive services to improve the quality of life for youth and families in the Roosevelt community.

Collaborative Approach To Change – Understanding that one organization can't singularly build change in communities in decades of distress; Choice for All seeks committed partners who are ready to invest and partner with youth, family and community stakeholders in building a new trajectory of change in Roosevelt. Modeled on the Harlem Children's Zone and MIT Collaborative Initiative, our organization understands the intention of the initiative is to not compete with people and organizations involved in addressing similar critical issues, but to swell the wave by broadening the discussion and creation of tangible action steps for change in Roosevelt. This requires a systems-based approach - where we look at the interconnectivity of actions and studies a problem as a whole. Although debate among experts is valuable, it is often self-perpetuating, thus the diagram below represents the multiple viewpoints from outside expertise that broadens the debate and new direction for the Roosevelt community to take ownership of.

Our Connection to Environmental Justice – Our commitment to environmental justice began as collaboration with Roosevelt Community Revitalization Group (RCRG) and Hofstra University with engaging youth leaders in a community health assessment. Students in our community's local farmer market sponsored by RCRG in 2012 used the Photovoice methodology to create a presentation from their photos and what they saw as strengths or challenges in terms of community health. We created an interactive, published report where students presented their findings to local community leaders and elected officials. A particular photograph stood out that sparked our involvement in environmental justice (Image C).

Responding to the youth of our community, Choice for All and Hofstra University partnered together to engaged families in community-based participatory research on knowledge, attitudes and behaviors connected with a selected superfund site that is less than a block away from an elementary school (Image D). Through focus groups and community presentations, our Project Coordinator was able to present the findings of the research at a national conference at Emory University – Break the Cycle of Environmental Health

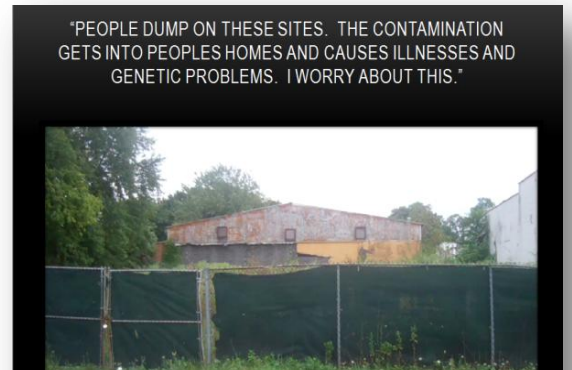


Image C - Roosevelt Photovoice Project (RCRG Farmers Market, 2012) where students indicated a superfund site as a challenge concern



Image D - Focus group of residents to assess environmental hazards with Hofstra University

Disparities. The momentum of the research emerged into building the *Roosevelt Environmental Justice Coalition* with community residents, RCRG, Hofstra University, Sustainable Long Island, North Shore Long Island Jewish Hospital and St. Paul's Episcopal Church. Serving as lead agency, we continue to sustain our efforts monthly where we facilitate community conversations on recent community-initiated reports submitted to our coalition for review on local environmental health concerns, as well as develop new advocacy tools or programs to help residents gain resources to improve community health.

With our coalition, we've accomplished several significant milestones focused on environmental justice in Roosevelt. We engaged in an unique partnership with the New York State Department of Environmental Conservation, Nassau County Department of Health, New York State Department of Health as well as the co-owners, consultant and lawyer of the superfund site to facilitate community conversations with affected by the super fund sites on assessment tools, results and next steps. Residents were able to identify the tools used, understand results of the contamination on site and its impact on air quality and proposed remediation steps. Through our outreach and forum meetings, residents were able to ask informed questions, reference models of remediation in other local areas to define community's vision of site remediation and obtain resources from the county to remediate immediate health needs. The advocacy work of our residents in requesting up to date information on environmental hazard sites within the community to make informed decisions on potential changes they desire, along with other local communities throughout the Long Island region prompted the DEC to update site information from three to ten sites.

Media coverage (Image E) of these activities were featured in Verizon Fios1 news, as well as Newsday, including a recent article where Choice For All was cited as an community-based initiative engaging local residents in understanding PERC exposure as part of Mount Sinai Hospital and Harvard School of Public Health's attempt to build more advocacy tools towards a policy requiring manufactures to prove that existing industrial chemicals and new ones introduced for public use in the future are tested for safety and proved to be nontoxic to children.

Project Description

Our project, *Citizen Data for Change*, seeks to develop collaboration among diverse stakeholders in building community capacity to address and advocate solutions towards challenges related to asthma and hazardous air pollutants in Roosevelt, New York 11575. Our goal is to bring 21st century tools to the popular epidemiology approach, by creating web based local maps with that disseminate the collected data and paid/earned media to connect community members with advocacy tools and local government to respond effectively to community concerns.



Image E - Environmental justice advocacy work with partner organizations in Roosevelt featured in Newsday and Verizon Fios1

Infusing the CPS Model, we will achieve our goal by the following objectives:

- (1) **Learning Perceptions & Attitudes:** Understanding community perceptions of cumulative risks
- (2) **Assess, Collect, Analyze:** Engage community residents in popular epidemiology approach to collect, analyze and disseminate information of air pollution and environmental hazards and map data on community friendly web based platform
- (3) **Advocate:** Residents will be trained to identify, advocate and monitor progress of community recommendations to reducing air pollution with regulatory authorities to maintain equal improvements to Roosevelt based on collected data, as in other communities in Nassau County through social media and organizing tools.
- (4) **Build Awareness:** Build different levels of personal engagement to increase awareness of asthma prevention that will reduce exposure of residents to air pollution.

By achieving these objectives, we will break the cycle of misinformation in relation to air pollution and asthma by residents and build local community capacity and increase engagement to advocate on environmental health needs. The ultimate goal of this work is to reduce exposure of residents to air pollution through personal and community wide initiatives.

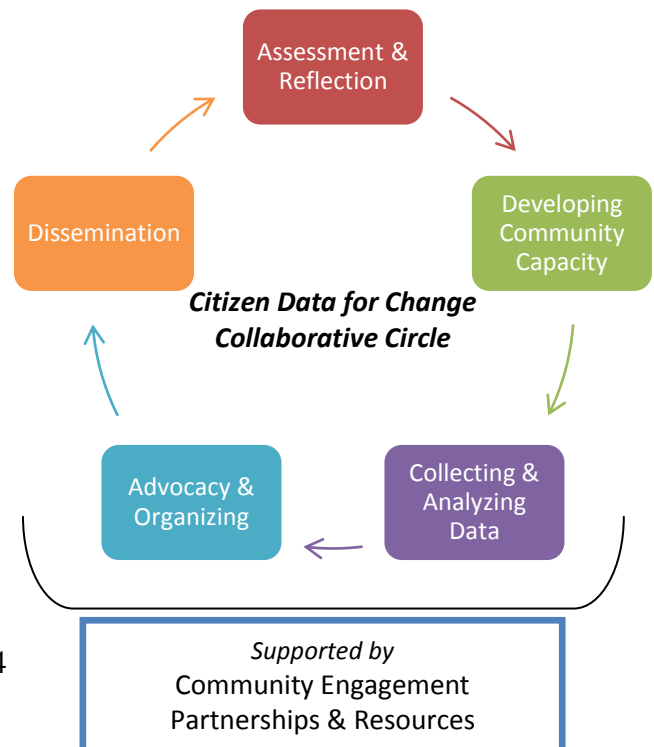
- i.) ***A concise description of the activities the project will undertake during the two year project period to examine and address the environmental and/or public health issue(s), e.g., training, education/outreach programs, capacity-building efforts, research etc.***

Assessment (Element 1 – CPS Model)

- (1) Setup data collection system
- (2) Establish baseline with existing data
- (3) Engage community in understanding community perceptions through focus groups and community forums

Developing Community Capacity (Element 2 – CPS Model)

- (1) Identify current environmental hazards using community mapping with Habitat Map interactive web tool
- (2) Understanding regional environmental justice advocacy and how it connects to Roosevelt's initiative
- (3) Train intergenerational audience in methodological procedures (popular epidemiology) and air (training skills for youth, adults and seniors)
- (4) Asthma Basics– building personal care option for 0 – 4 year olds on asthma management with children in community's Early Childhood Learning Network that is accessible to 25 home-based early learning centers.



Collecting & Analyzing Data (Element 6 – CPS Model)

- (1) Collect air monitoring data throughout community, including heavily trafficked locations using Air Casting – a platform for recording, mapping and sharing environmental data using smart phones. AirCasters will be provided for residents to record, map and share temperature, humidity, carbon monoxide, nitrogen dioxide and other gas concentrations.
- (2) Submit data to web tool for analyze and mapping with Habitat Map
- (3) Setup follow up sessions with medical and university experts to aid community in analyzing data

Advocacy & Organizing (Element 3 – CPS Model)

- (1) Create clear, succinct environmental health messages to share environmental health data
- (2) Build an effective communication campaign to share information through mass mailing, community forums and other paid/earned media outlets.

Dissemination (Element 5 – CPS Model)

- (1) Read mapping and sharing community health and environmental health data
- (2) Create opportunities through community forums for residents to design action steps
- (3) Create timeline for follow-up on proposed action steps and engage regulatory authorizes into commitments to help reduce air pollution and lower asthma rate in Roosevelt.

Reflection (Element 7 – CPS Model)

- (1) Measure current impact based on goals, objectives and outcomes
- (2) Engage regulatory authorities and create opportunities for follow up
- (3) Develop a tool kit of best practices, challenges and resources that can be shared with other communities

Timeline

| Activities: 2014 – 2015 | Jul – Aug | Sep – Oct | Nov – Dec | Jan – Feb | Mar – Apr | May – Jun |
|---|-----------------------|------------------|-----------------------|------------------|-----------------------|-------------------|
| <i>Planning & Implementation:</i> Assessment | | | | | | |
| <i>Planning & Implementation:</i> Developing Community Capacity | | | | | | |
| Activities: 2015 – 2016 | July – Aug | Sep – Oct | Nov – Dec | Jan –Feb | Mar – Apr | May – June |
| <i>Planning & Implementation:</i> Collecting & Analyzing Data | | | | | | |
| <i>Planning & Implementation:</i> Advocacy & Organizing | | | | | | |
| <i>Planning & Implementation:</i> Dissemination | | | | | | |
| <i>Planning & Implementation:</i> Reflection | | | | | | |
| Activities: 2014 – 2016 | Jan – Dec 2014 | | Jan – Dec 2015 | | Jan – Dec 2016 | |
| <i>Developing:</i> Partnerships/Stakeholders | | | | | | |

ii.) ***A concise description of how the organization and its partners will work together during the year to address the local issue(s).***

The foundation of integrating this systematic, community-based approach to achieve lasting solutions to Roosevelt’s environmental and public health is the diversity of our stakeholders, the commitment to the Roosevelt community on environmental justice and leveraging of resources (*Element 4 – CPS Model*). Our partnership will be part of the Roosevelt Environmental Justice Coalition (REJC).

Choice For All (CFA)

Mission: To serve as a center of support for youth, family and community development in Roosevelt, NY. We use community based research, advocacy work and supportive services to enhance the quality of life of Roosevelt’s youth and families.

Resources: CFA, acting as Project Lead, will coordinate with the REJC to arrange for the collection, analysis and dissemination of data that clearly demonstrates the disparity in asthma rates for the Roosevelt community. CFA will coordinate and facilitate all partnership meetings, as well as provide advocacy training for residents oversee and support staff connected to the grant initiative and all other duties deemed necessary for the success for the grant. We will also provide personal management to asthma triggers to early childhood programs that are connected to the organization’s Early Learning network.

Hofstra University (HU)

Mission: The School of Health Sciences and Human Services (Master in Public Health Program)’s mission is in part to, “collaborate widely with community institutions and groups on Long Island, in the region, and across the country to improve the public’s health.”

Resources: Hofstra University will be providing faculty expertise and training on methodology approaches to research and analysis, coordinate student researchers to assist with project, coordinate volunteers from the university, as well as assist with promotion and publicity.

Roosevelt Community Revitalization Group (RCRG)

Mission: To serve as an advocate for community residents and form collaborations that is in the best interest of community residents. We work in areas of civic engagement, health/nutritional education, small business development and youth entrepreneurial training through a youth run Farmers Market.

Resources: RCRG will facilitate community meetings, trainings, education, and empowerment workshops to provide community residents with the tools they need to address many of the factors that influence asthma incidence in children.

Sustainable Long Island (SLI)

Mission: A regional based not-for-profit organization whose mission is to promote economic development, environmental health and equity for all Long Islanders.

Resources: SLI will facilitate environmental justice training to residents, provide best practices of community based environmental justice initiatives and monitor progress of our coalition's objectives and outcomes with proposed grant. SLI will also provide technical assistance in drafting grant reports and providing direction to Choice for All for uploading, and submitting proper grant reporting documentation.

Future Commitments

North Shore Long Island Jewish Hospital – Department of Environmental Medicine will help provide technical assistance in the collection and analysis of the air quality monitoring tools and community mapping. In addition, the *North Shore Long Island Jewish Hospital – Center for Childhood Asthma* is in final stages in providing workshops and consultation to families of our 0 – 7 year olds on asthma triggers and basic management care in our early learning network and out of school support programs. We have also received a commitment with *Nassau County Minority Leader and Legislator Kevan Abrahams (LD – 1)* to help advocate for county resources to facilitate necessary environmental health changes in Roosevelt. We are also finalizing a commitment from faith based organizations, including *St. Paul's, Queen of the Most Holy Rosary Catholic Church* and *Mount Sinai Baptist Church* to increase community awareness of the project.

Sustainability of Partnership

In addition to all of our partners committing monthly to discuss progress and next steps, each representative from a partner of the REJC is enrolled in the REJC Google Group – a collaborative inbox that distributes, tracks notes and manages responsibilities of topics among group members. The features available through the Google group, along with Dropbox, have been our coalition's platform of online communication that can be access daily. We also prepare publications documenting cooperative efforts jointly, provided that all organizations have ample time to review materials prior to distribution. As a coalition, we also believe that sharing credit is mutually beneficial and has made efforts to assure that appropriate citation and attribution, including use of official organization visual identifiers and others is given for work performed. We will also monitor our progress quarterly to ensure we are meeting our objectives and outcomes.

Organizational Capacity & Programmatic Capability

Our organizational and administrative systems is a combination of QuickBooks (accounting software), Microsoft Office and Google Interface – all are in place to appropriately manage, expend and account for Federal funds. Our organization has a part-time bookkeeper (distribution of salary is included in the proposed project budget) that will continue to handle all bank reconciliations and general ledgers.

While our organization has not have any prior experience in managing federal funds, Choice For All has agreed as part of our partnership agreement to have Sustainable Long Island, who has extensive experience as previous recipients of federal grants through the EPA and DEC, provide technical assistance to ensure we are in compliance of all federal guidelines and reporting. Our bookkeeper and Board Treasurer will be receiving a two part training on federal funding and reporting to ensure compliance.

Additionally, our Executive Director has over 10 years of experience in collaborative grants, as our organization last year has been a receipt of regional level of \$115,000 of funding last year to implement large scale projects related to educational readiness in Roosevelt. Our chief financial officer also has twenty years of experience in town, county, state and federal reporting of grants that will also supplement any additional guidance needed. We have hired a Project Coordinator specifically for previous environmental justice campaigns in Roosevelt last year through regional collaborative grants provided by the Hagedorn Foundation, Long Island Community Foundation, Sustainable Long Island and Hofstra University – Department of Suburban Studies (\$30,000).

Qualifications of the Project Manager (PM)

Our project manager, Sharisse Carter, is currently obtaining her Masters of Science in Community Health at Hofstra University. Carter was born and raised in Roosevelt. She has completed her undergraduate studies at Stony Brook University with a BA in Women's Studies. Her research, *"Hidden in Plain Sight: Community Knowledge, Attitudes and Action Plans to Remediate Brownfields in a Suburban Community"* was the 2013 grant recipient for Breaking the Cycle of Environmental Health Disparities at Emory University – Pediatric Environmental Health Specialty Unit (PEHSU), a unit of the Emory University Rollins School of Public Health. The research was also accepted to the International Journal of Child Health and Human Development. Carter's had extensive experience in community health, women's health, environmental health, community advocacy, policy and law. Previously working in the Hofstra University School of Law, Carter has also served as an emergency medical technician. Serving currently as Project Coordinator for Environmental Justice for CFA, Carter has design and developed programs, workshops and facilitated community conversations focused on Roosevelt's environmental hazards, as well as health issues of expectant mothers, infants and young children. This is particularly evident in our organization's connection to environmental justice, as Carter served as the coordinator of our first campaign on the selected brown field site (as discussed on Page 6). In the future, Carter aspires to bridge environmental and community health through further research on environmental and social stressors, and its connection to expectant mothers with preeclampsia and gestational diabetes. Her resume is included in the grant for review.

Past Performance in Reporting on Outputs and Outcomes

Our organization has received non-federal grants of similar size totaling \$115,000 from private foundations, including The Hagedorn Foundation, The Long Island Community Foundation, and Sustainable Long Island as a sub grant recipient and Hofstra University – Department of Suburban Studies last year to focus on organizing on educational readiness and

economic stability. This included, in part, the environmental justice work done in Roosevelt where cooperative agreements were in place on our current partners in the coalition – Hofstra University, Sustainable Long Island and Roosevelt Community Revitalization Group. All outputs and outcomes were documents through a series of measurement tools, including shared database, website/blogs, community surveys, focus groups, number of participants in workshops/forums, monthly progress reports distributed to community residents via mass mailing, coverage in local newspapers, website and new programs and annual organization reports. Although we do not have prior experience in reporting outputs and outcomes on a federal grant, we believe through technical assistance provided by Sustainable Long Island who has extensive experience on federal reporting, we will be in compliance with all necessary requirements needed.

Expenditure of Awarded Grant Funds

The Treasurer of our Board of Directors is responsible for reporting on the handling the funds of Choice for All, assuring their safety and prudent use. S/he is responsible for furnishing the organization's Board of Directors with a monthly accounting of funds received and verifies that expenditures are in line with budgets. The Treasurer is the liaison to administrative staff concerning fiscal matters and assures that expenditures are in accordance with the budget approved by board members. The treasurer also provides instructions direction and oversight of fiscal staff, including our Chief Financial Officer (CFO) and Bookkeeper. The Treasurer also serves as board contact for audits and financial questions, in conjunction with our CFO. The Treasurer will review all bills and approve list of payments due for payment Our organization's bookkeeper (distribution of salary is included in the proposed project budget) responsibilities include, but not limited to, updating and maintain monthly balancing of all accounts, fiscal document retention and coordinating with Treasurer, CFO and Executive Director (ED) on a monthly basis for: (a) all approval processes of account payable invoices, (b) review of all expenses reports for accuracy and proper expense disclosure, classification and reporting any variances to the ED, CFO and Treasurer, (c) auditing for compliance to local, state and federal grant guidelines, (d) preparing payroll, (e), assisting ED, CFO and Treasurer in all budget preparation, input and balancing and (f) assist ED and Treasurer with grant reporting administration. We believe our fiscal policy, procedures and controls in place will ensure all funds will be expended in a timely and efficient manner.

Quality Assurance Project Plan (QAPP) Information

Based on the questions provided in Appendix F - "Office of Environmental Justice, Quality Assurance Project Plan (QAPP) Requirement", our organization will need to submit a QAPP in accordance with EPA Requirements. We understand that an approved QAPP must be in place prior to the initiation of activities and will be contacted on preparing the QAPP for the proposed project.